

OFFICE OF THE CHIEF OF POLICE

SPECIAL ORDER NO. 22

September 13, 2000

**SUBJECT:** MISCELLANEOUS MANUAL AMENDMENTS

**PURPOSE:** This Order informs Department employees of certain additions and revisions to the Department Manual.

**PROCEDURE:**

- I. **YOUTH PROGRAM OVERNIGHT ACTIVITIES - REVISED.** Juvenile Services Group (JSG) is the final Department authority on youth overnight activities. Juvenile Division (JUV), is the functional coordinator of Department youth programs and shall also be included in any approval process regarding youth overnight activities. This Order revises Department Manual Section 3/390.01 to include JUV in the approval process for youth program overnight activities.

**COMMANDING OFFICER'S RESPONSIBILITY:** Commanding officers requesting authorization for any youth program overnight activity shall receive prior written approval from the bureau commanding officer, Commanding Officer, JUV and Commanding Officer, JSG.

**AMENDMENTS:** This Order amends Section 3/390.01 of the Department Manual.

**AUDIT RESPONSIBILITY:** The Commanding Officer, JSG, shall monitor compliance with this directive in accordance with Department Manual Section 0/080.30.

- II. **JUVENILE DIVISION FUNCTIONS-REVISED.** This Order amends Juvenile Division's responsibility when investigating abused child cases involving the death or probable death of children under eleven years of age.

After normal duty hours, Juvenile Division personnel shall normally respond to child abuse cases, falling within their investigative responsibility, involving the death or probable death of a child under eleven years of age, or such child abuse cases where the victim has suffered a critical injury and is hospitalized.

**AMENDMENTS:** This Order amends Section 2/647.08 of the Department Manual.

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**AUDIT RESPONSIBILITY:** The Commanding Officer, JSG, shall monitor compliance with this directive in accordance with Department Manual Section 0/080.30.

- III. REBOOKING PERSONS IN LOS ANGELES COUNTY CUSTODY FOR CALIFORNIA PENAL CODE SECTION 1551.1 (FUGITIVE ARREST WITHOUT A WARRANT.)** Special Order No. 18, 1999, updated the procedure for serving wants and warrants when the person is in Los Angeles County custody. The procedure required that investigating officers serving a prisoner on an open charge physically respond to County Central Jail or the Twin Towers Facility and rebook the individual. This Order modifies that procedure for officers assigned to Detective Support Division (DSD), Fugitive Warrant Section, when rebooking a prisoner for California Penal Code Section 1551.1, Fugitive Arrest Without a Warrant.

**INVESTIGATING OFFICER'S RESPONSIBILITY:** Investigating officers assigned to DSD, Fugitive Warrant Section, need not respond physically to Los Angeles County Central Jail or the Twin Towers Facility to rebook prisoners in County custody for California Penal Code Section 1551.1, Fugitive Arrest Without a Warrant. This booking may be accomplished electronically for this charge only.

**AMENDMENTS:** This Order amends Section 4/725.50 of the Department Manual.

**AUDIT RESPONSIBILITY:** The Commanding Officer, Detective Services Group, shall monitor compliance with this directive in accordance with Department Manual Section 0/080.30.

- IV. COURT CHECK-IN ROSTER - ESTABLISHED.** The Court Check-In Roster, Form 15.29.1, is activated.
- A. Use of Form.** This form is used to document officer's court attendance, and account for overtime of off-duty personnel responding to subpoenas.
  - B. Completion.** Officers shall sign in upon arriving at court, and sign out upon the conclusion of their court appearance.

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C. Distribution.

1 - Court Liaison Office.

1 - TOTAL

AMENDMENTS: This Order adds Section 5/15.29.1 to the Department Manual.

FORM AVAILABILITY: The Court Check-In Roster, Form 15.29.1, will be available for ordering from Supply Section in about 90 days. A copy of the form is attached to this Order and can be duplicated for use.



BERNARD C. PARKS  
Chief of Police

Attachment

DISTRIBUTION "A"

# LAPD Court Check-In Roster

70-15.29.1 (12/99)

#	Name & Serial No.	Your Division	Court	Time In	Time Out	O/T (Y or N)
1						
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Court Liaison Officer \_\_\_\_\_ Serial # \_\_\_\_\_ Date \_\_\_\_\_ Page \_\_\_\_\_ of \_\_\_\_\_